



PRESIDENT'S

REORGANIZATION PROJECT

PROJECT

Approved For Release 2004/03/11 : CIA-RDP80M00165A002100060004-2

77-91097

WASHINGTON, D.C. 20503

November 4, 1977

MEMORANDUM FOR THE HEADS OF DEPARTMENTS AND AGENCIES

FROM: James T. McIntyre, Jr. *Jim McIntyre*

SUBJECT: Congressional Liaison

On October 12, the President directed the Reorganization Project to undertake a study of the organization of Congressional Liaison in the Executive Branch. Before undertaking the assessment, I felt it important to notify you of our intentions. Most of your Congressional Liaison officers are already aware of the study following Frank Moore's announcement to them last Friday.

Our initial step will be a fact-finding effort. Among other data, we will be requesting: the number of liaison staff, the specifics of their activity, the organization of each office and how it relates to the total organization within the departments and agencies. We will be in touch with your staff when the study begins.

Later, we may need to request some assistance in detailing personnel for the project.

I appreciate your continuing cooperation with all of our reorganization efforts and ask that you work with us on this one as well. Please direct any questions or comments to Wayne G. Granguist, Associate Director for Management and Regulatory Policy, Office of Management and Budget, Washington, D.C. 20503.

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Executive Secretary

Date

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